

ARMY PUBLIC SCHOOL UDHAMPUR (J&K)

APPLICATION FORM FOR THE POST OF ADMINISTRATIVE STAFF LSB (CONTRACTUAL) INTERVIEW: 2025-26

(TOTAL PAGES OF APPLICATION – 03 (PAGES))

Application form for the post of _____

Please paste
recent
passport size
colour
photograph
(Do not staple)

1. **PERSONAL DATA.**

(a) Name in Full (**Block Letters**) : _____
(Mention title as Ms/Mrs/Mr)

(b) Son/Daughter/Wife of
(**Block Letters**) : _____
(Mention Rank in case of Serving/Retired).

(c) **Date of Birth & Age** :

| Date | Month | Year | Total Age As on 30 Sep 2025 | | |
|------|-------|------|--------------------------------|-------|------|
| | | | Year | Month | Days |
| | | | | | |

(d) Nationality : _____

(e) Present/Correspondence Address : _____

(f) Permanent Home Address : _____

(g) Registered Mob No & Landline No : _____

(h) Registered Mail ID : _____

(j) Aadhar Card No : _____

(k) PAN Card No : _____

(l) Religion/Cast : _____

(m) Blood Group : _____

2. **PRESENT/PREVIOUS EMPLOYMENT**

(a) Designation of the Post : _____

(b) Name and Address of Institute/Organisation _____

(c) Designation of Superior In charge : _____

(f) What salary are you drawing/Drawn: _____

3. **FAMILY DETAILS.**

- (a) Martial Status : Married/Unmarried/Divorced_____
- (b) Occupation of Spouse (If married) : _____
- (c) No of Children with age and sex : Male_____ Female_____
- (d) Name of Next of Kin (Heir) : _____
- (e) Contact No of Next of Kin(Heir) : _____
- (f) Father's Name_____ Mob No_____
- (g) Mother's Name_____ Mob No_____

4. **EDUCATIONAL RECORDS : School, College Or University**

Give details of all exams starting from Secondary School onwards and attached Xerox of each Document. Original to be brought for verification at the time of interview.

| Exam | Marks Obtained | Percentage % | Division | Year of passing | Subject Taken | Name of University/Board/ Institute |
|------|----------------|--------------|----------|-----------------|---------------|-------------------------------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Note - Attach xerox copies of certificates/degree certificates etc.

5. Fill up the under mentioned basic essential details Properly. Att relevant document proof where applicable (**Strike out whichever is not applicable for you**).

| <u>ADM OFFR</u> | | | | | | |
|--|---|---|---|---|--|--|
| Experience of Defence Services/ reputed organization (Years & Months) | Knowledge of Stores, Equipment Maintenance Experience (Years & Months) | Man Management Experience (Yrs & Months) | Security Course Qualified (Yes / No) | Computer Working Knowledge Experience (Yrs & Months) | Experience in Office Management (Years & Month) | Total Experience (Yrs & Months) |
| | | | | | | |

6. **For Retired Army Offr only.**

| Retired in Rank | Date of Retirement | Date of Commission | Arms/ Corps | Medical Category | Total Service Rendered | Discipline Criteria Entire Service |
|-----------------|--------------------|--------------------|-------------|------------------|------------------------|------------------------------------|
| | | | | | | |

7. Give names of two references, which should know you well personally and have an intimate knowledge of your work (not relatives):-

(a) Name _____ (b) Name _____
 Address _____ Address _____

8. **AGREEMENT (IF APPOINTED): -**

- (a) I, agree to abide by the AWES Rules and Regulations for Army Public Schools.
- (b) I, solemnly state that all the above particulars/Statements are true to the best of my knowledge and belief.

Dated

 (Signature of Applicant)

IMPORTANT INSTRUCTIONS FOR THE CANDIDATES

- Fill one application form for one post only. If candidate applies for more than one post a separate application for each post is mandatory.
- All details mentioned in the application form are mandatory. Fill up in Block Capitals where applicable.
- Affix one recent coloured passport size photograph on the Space provided at first page right corner (DO NOT STAPLE IT).
- Out station candidates to forward their applications through Registered post on the address THE PRINCIPAL ARMY PUBLIC SCHOOL, PO – P.T.A, T MORH - UDHAMPUR - 182104 alongwith Demand Draft of **Rs 250/-** as processing fee in favour of 'PRINCIPAL APS UDHAMPUR' payable at Udhampur.
- Candidates to mention Demand Draft number and date on reverse side of application on last page No 4 and also write his name and category for which applied on reverse side of Demand Draft.